

**PROCEEDINGS OF THE BROWN COUNTY**  
**PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a budget & regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Tuesday, October 19, 2021 in Room 200, Northern Building, 305 E. Walnut Street, Green Bay, WI.

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**Present:** Chair Dave Landwehr, Vice-Chair Ray Suennen, Supervisor Norb Dantine, Supervisor Tom Friberg, Supervisor Amanda Chu

**Also Present:** Airport Director Marty Piette, Airport Financial Specialist Melinda Enderby, Planning Director Cole Runge, Public Works Director Paul Fontecchio, Extension Director Judy Knudsen, Port & Resource Recovery Director Dean Haen; Director of Administration Chad Weininger, Internal Auditor Dan Process, Finance Director Bradley Klingsporn, Senior Accountant David Diedrick, HR Generalist Wendy Wittlin; Supervisors John Van Dyck, Dave Kaster, Patrick Buckley; County Executive Troy Streckenbach, and other interested parties.

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**I. Call Meeting to Order.**

The meeting was called to order by Chair Dave Landwehr at 5:43 pm.

**II. Approve/Modify Agenda.**

Motion made by Supervisor Suennen, seconded by Supervisor Friberg to approve with the modification to take Comments from Public on Non-Budget Items after Comments from the Public on Budget Items, take Non-Budget Items 2 & 3 after Budget Item 1, take Non-Budget Items 4-6 after Budget Item 2, and take Non-Budget Items 7-9 after Budget Item 4. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**III. Approve/Modify Minutes of September 28, 2021.**

Motion made by Supervisor Chu, seconded by Supervisor Friberg to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**\*\*BUDGET REVIEW\*\***

**Comments from the Public on Budget Items** None.

**REVIEW OF 2022 DEPARTMENT BUDGETS:**

**1. Airport - Review of 2022 department budget.**

Airport Director Marty Piette and Financial Specialist Melinda Enderby were present to speak to the 2022 Airport budget (pages 196-202 in the budget book). Piette provided narrative on where've been, where they are and what they foresee into the future and answered questions from the committee.

Piette noted this budget was based on a forecast of a decrease in passenger traffic of 60% based off 2019 numbers. The good news is their traffic is down 26% year-to-date instead of the 40% they originally budgeted.

Motion made by Supervisor Dantine, seconded by Supervisor Suennen to send the Airport budget to County Board. Vote taken. **MOTION CARRIED UNANIMOUSLY**

*Although shown in proper format here, Non-Budget Items 2 & 3 were taken at this time.*

**2. Planning and Land Services - Review of 2022 department budgets.**

Planning Director Cole Runge referred to his written 2022 Budget Memorandum in the agenda packet material and spoke to it, he further answered questions from the committee. The Planning and Land Services budget was detailed on pages 209-216 in the budget book.

Supervisor Suennen questioned if page 210, Operating Expenses, the addition of contributions to the Green Bay Chamber was the \$75,000 under Contributions on page 215. Runge informed this was not new money, it was money in the County Executive's budget for economic development purposes. The Executive wants to centralize economic development functions in the PALS Department because that's where ED occurs in the county. DOA Weininger added that the Chamber used to come to this committee and present what they've been doing so it made more sense to be under PALS. There was hopefully some exciting things that will be announced soon over the next several months regarding potential collaborations with UWGB and the STEM.

It was Supervisor Van Dyck's understanding that \$65,000 went to the Advance program at the Chamber. There was \$15,000 that has been going there for quite some time as part of the incubator project and then some years ago the county upped its contribution to the Advance group by another \$50,000. A couple years ago he came during the budget and asked that the \$50,000 be pulled. He didn't think the county was getting what it was paying for. There was a little accountability. They came and did a presentation on what initiatives they participated in, one they said was promoting the passing of the sales tax to support the county. Van Dyck felt that had little or no effect. He believed it was very clearly determined that there was some question about what they were doing with the extra \$50,000 and they were asked to come back to this committee on a regular basis and report as to what they were doing. To the best of his knowledge, they never shown up to tell this committee what they were doing. He felt the \$15,000 for the incubator was well spent and matched with the contributions made by the other communities. He felt there should be a footnote on the \$50,000 that it does not get spent until they come back before this group again and make a presentation as to what they've done from the last two years and what they plan on doing going forward. He talked to some of the other communities that donate and they didn't feel like they get anything out of it.

Landwehr questioned the \$10,000. Executive Streckenbach informed over the last couple of years they used the \$10,000 for different initiatives that they would bring to the County Board. Not every year did they fund it. It was derived around specific economic development strategies. Streckenbach informed that around 2013 the county decided to give Advance more money because they did a lot of work for the county. In 2017-2018 Advance moved to the strategic plan which outlined 11 different initiatives of which inside those initiatives were things that impact Brown County directly or indirectly that were important for the overall health and growth of the county. Directly they talk about helping secure more airlines, secure more direct flights and are active with helping the Airport Director with courting airlines to come here. It's just a matter of whether or not inside the strategic plan were they seeing the immediate direct results of some of these larger moving parts that take a lot of time and effort to get across the finish line.

Suennen spoke to the Administrator for the Village of Howard, a member and President of Advance who noted the county did not have an Economic Development person previously and Advance worked to fill part of that void part-time, doing different functions to assist the county. They have gone to businesses and recruited more financial support instead of relying on the initial investors, but it would be a substantial hit for them for what they currently are planning on doing if county funds disappear.

Buckley agreed with Van Dyck and felt they need accountability for what they are spending money on. Were they doing what they were saying and was it in the best interest of the entire county?

Further discussions ensued, Streckenbach stated their main thing was trying to keep businesses growing in the county or bringing companies to here. The last thing they can afford is to see companies leaving. From that standpoint, he felt it was a good investment. Landwehr felt no one was saying it was not a good investment, they just want to see the expenditures.

Motion made by Supervisor Landwehr, seconded by Supervisor Friberg to hold \$50,000 in Contributions until the Planning and Land Services Director presents a plan for the expenditure. Vote taken. MOTION CARRIED UNANIMOUSLY

- a. Resolution Approving New or Deleted Positions During the 2022 Budget Process in the Planning & Land Services Department – GIS Coordinator.
- b. Resolution Approving New or Deleted Positions During the 2022 Budget Process in the Planning & Land Services Department – GIS Analyst.
- c. Resolution Approving New or Deleted Positions During the 2022 Budget Process in the Planning & Land Services Department – LTE CO-OP/Student Intern.
- d. Resolution Approving New or Deleted Positions During the 2022 Budget Process in the Planning & Land Services Department – Zoning Administrator.

Motion made by Supervisor Dantine, seconded by Supervisor Suennen to suspend the rules to take Items 2a-d together. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Dantine, seconded by Supervisor Friberg to approve Items 2a-d. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Chu, seconded by Supervisor Suennen to send the PALS budget to County Board as amended. Vote taken. MOTION CARRIED UNANIMOUSLY

3. Port and Resource Recovery - Review of 2022 department budget.

Port and Resource Recovery Director Dean Hean was present to speak to the 2022 Port & Resource Recovery budget (pages 217-229 in the budget book).

- a. Resolution Approving New or Deleted Positions During the 2022 Budget Process in the Port & Resource Recovery Department – Heavy Equipment Operator Tiers.

Motion made by Supervisor Dantine, seconded by Supervisor Suennen to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

- b. Resolution Approving New or Deleted Positions During the 2022 Budget Process in the Port & Resource Recovery Department – Overtime for Landfill.

Motion made by Supervisor Suennen, seconded by Supervisor Friberg to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

Motion made by Supervisor Dantine, seconded by Supervisor Friberg to send the Port & Resource Recovery budget to County Board. Vote taken. MOTION CARRIED UNANIMOUSLY

*Although shown in proper format here, Non-Budget Items 4 & 6 were taken at this time.*

4. Public Works - Review of 2022 department budget.

Public Works Director Paul Fontecchio was present to speak to the 2022 Public Works budget (pages 230-244 in the budget book).

- a. Resolution Approving New or Deleted Positions During the 2022 Budget Process in the Public Works – Highway Department – Deletion of Highway Crew.

Motion made by Supervisor Landwehr, seconded by Supervisor Dantine to approve. Vote taken. MOTION CARRIED UNANIMOUSLY

- b. **Resolution Approving New or Deleted Positions During the 2022 Budget Process in the Public Works – Highway Department – Overtime.**

Motion made by Supervisor Dantine, seconded by Supervisor Chu to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Motion made by Supervisor Friberg, seconded by Supervisor Dantine to send the Public Works budget to the County Board. Vote taken. **MOTION CARRIED UNANIMOUSLY**

*Although shown in proper format here, Non-Budget Items 7 - 9 were taken at this time.*

5. **Register of Deeds - Review of 2022 department budget.**

Register of Deeds Cheryl Berken and Chief Deputy Register of Deeds Sara Frisque were present to speak to the 2022 Register of Deeds budget (pages 245-249 in the budget book).

Motion made by Supervisor Chu, seconded by Supervisor Friberg to send the Register of Deeds budget to County Board. Vote taken. **MOTION CARRIED UNANIMOUSLY**

6. **UW-Extension - Review of 2022 department budget.**

UW-Extension Director Judy Knudsen was present to speak to the 2022 UW-Extension budget (pages 250-254 in the budget book).

- a. **Resolution Approving New or Deleted Positions During the 2022 Budget Process in the UW-Extension Department – Community Garden Ambassador.**

Motion made by Supervisor Dantine, seconded by Supervisor Suennen to suspend the rules to take Items 6a-d together. Vote taken. **MOTION CARRIED UNANIMOUSLY**

- b. **Resolution Approving New or Deleted Positions During the 2022 Budget Process in the UW-Extension Department – Horticulture Assistant.**
- c. **Resolution Approving New or Deleted Positions During the 2022 Budget Process in the US-Extension Department – Invasive Species Coordinator.**
- d. **Resolution Approving New or Deleted Positions During the 2022 Budget Process in the US-Extension Department – Invasive Species Intern.**

Motion made by Supervisor Dantine, seconded by Supervisor Friberg to approve Items 6a-d. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Motion made by Supervisor Dantine, seconded by Supervisor Chu to send the UW-Extension budget on to County Board. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**\*\*NON-BUDGET ITEMS\*\***

**Comments from the Public on Non-Budget Items**

1. **Review Minutes of:**
  - a. **Energy Subcommittee (August 26, 2021).**
  - b. **Solid Waste Board (August 16, 2021).**

Motion made by Supervisor Dantine, seconded by Supervisor Chu to receive and place on file Items 1a & b. Vote taken. **MOTION CARRIED UNANIMOUSLY**

*Non-Budget Item 11 was taken at this time.*

**Airport**

2. Resolution Petitioning the Secretary of Transportation for Airport Improvement Aid.

Motion made by Supervisor Dantine, seconded by Supervisor Chu to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

3. Director's Report.

Piette informed the Airport did not have any shifts over 12-hour last month and still had the one Housekeeping position open, since January.

Year-to-date they were down 26% over 2019. They saw a nice rebound, 80-90% pre-Covid traffic levels throughout the summer. Packer home games are helping September and October numbers. They saw an influx of traffic during the PGA Tour Ryder Cup 2021 the weekend of Sept 24-26.

Capacity on airlines was still restricted because travelers were completely back yet. They will see some smaller aircraft, 3-4 a day instead of the usual 5-6. Those were the conversations they had with the airlines, working to increase the capacity of the aircraft and the frequency and help build back for the recoveries.

Motion made by Supervisor Dantine, seconded by Supervisor Suennen to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

*Budget Item 2 was taken at this time.*

**Planning & Land Services**

4. Budget Adjustment Request (21-090): Any increase in expenses with an offsetting increase in revenue.

Motion made by Supervisor Dantine, seconded by Supervisor Chu to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

5. Resolution Authorizing Submittal of an Application for the Community Development Block Grant – Housing Program for Small Cities.

Motion made by Supervisor Chu, seconded by Supervisor Dantine to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

6. Director's Report.

Motion made by Supervisor Dantine, seconded by Supervisor Friberg to receive and place on file. Vote taken. **MOTION CARRIED UNANIMOUSLY**

*Budget Item 3 was taken at this time.*

**Public Works**

7. Budget Adjustment Request (21-087): Any increase in expenses with an offsetting increase in revenue.

Motion made by Supervisor Chu, seconded by Supervisor Suennen to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

8. Summary of Operations Report.

Fontecchio informed they were holding really well.

**Motion made by Supervisor Landwehr, seconded by Supervisor Dantine to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**9. Director's Report.**

Fontecchio spoke to his written report in the agenda packet material.

**Motion made by Supervisor Dantine, seconded by Supervisor Chu to receive and place on file. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Other**

**10. Acknowledging the bills.**

**Motion made by Supervisor Suennen, seconded by Supervisor Chu to acknowledge receipt of the bills. Vote taken. MOTION CARRIED UNANIMOUSLY**

*Non-Budget Items 1 a & b were taken at this time.*

**11. Such other matters as authorized by law. Next meeting November 23, 2021.**

**12. Adjourn.**

**Motion made by Supervisor Suennen, seconded by Supervisor Chu to adjourn at 8:03 pm. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia Loehlein  
Legislative Specialist